

# The Pipeline

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## New Approach Used in Restructuring CHS Financial Management and Reporting Branch

By Barbara Rutledge and Jane Wilson

The last two years have meant big changes for the Cabinet for Health Services' Financial Management and Reporting Branch (FMRB).

The split of the Cabinet for Human Resources into the Cabinet for Families and Children and the Cabinet for Health Services in 1996 and preparation for the implementation of MARS have been the two main reasons for the changes.

To ease the transition, the CHS Office of Program Support assembled a team of personnel professionals to interview all FMRB employees and develop in-depth job analyses and position descriptions. Using this data, the team, along with FMRB members, grouped tasks into functional areas, creating a more contemporary and task-sensitive structure.

In line with current Human Resources Development philosophy, the team recommended an organizational design in which section supervisors would act more as functional team leaders rather than traditional line supervisors.

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PIPELINE, a weekly newsletter for employees of the Cabinets for Families and Children and Health Services, welcomes reader comments and contributions. Items for *Pipeline* are due by 4:30p.m. Tuesdays; items for intercom announcements are due by 4:30p.m. Mondays. Editor/Designer: Margaret Davis Harney

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## Public Health Introduces Its First Employee Recognition Program

By Kim Brannock

The Department for Public Health is calling for nominations for its first annual Employee Recognition Program to honor outstanding contributions to the department from individual and group employees in five categories.

The three individual awards and two groups awards are 1) Commissioner's Award for Excellence in Program Implementation; 2) Commissioner's Award for Excellence in Program Support; 3) Commissioner's Award for Excellence in Supervision; 4) Commissioner's Intradivisional Group Award for Excellence; and 5) Commissioner's Interdivisional Group Award for Excellence.

For more information, public health employees can contact Steve Wyatt, M.D., or Sylvia Cherry or check out the department's Intranet page.

The award winners will be announced Dec. 16 at the Employee Appreciation and Annual Recognition Day.φ

## Open Enrollment Delayed in 17 Counties

Open Enrollment in the following 17 counties has been temporarily delayed due to ongoing negotiations with Health Insurance Carriers in these areas of the state.

Caldwell	Henderson
Calloway	Hopkins
Christian	McLean
Crittenden	Muhlenberg
Daviess	Ohio
Fulton	Todd
Graves	Trigg
Hancock	Union
	Webster

## Restructuring... (from page 1)

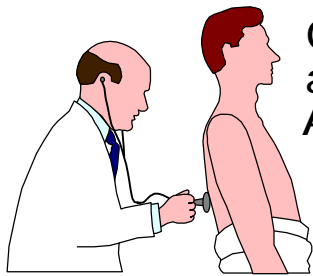
This design will ease the transition to MARS, the system that will replace the State Accounting and Reporting System and Kentucky Automated Purchasing System.

The organizational structure then demanded a corresponding physical environment. Results of a study of space allocation and equipment needs were merged with recommendations made by an FMRB space design committee and resulted in a new physical layout, private office space for each employee, and necessary equipment.

This organizational re-design project was brought to a close with an overnight retreat focusing on team building at General Butler State Park. An overview of MARS, employment expectations, work-flow analysis, and professionalism were some of the topics covered. In addition, branch members developed a group résumé to assess the potential existing within the combined staff.

Follow-up will include computer training, customized Governmental Services Center training, orientation and supervisory skills training for the team leaders, plus assignment of a Human Resource Development staff member to the branch to ensure accessibility for consultation on future issues.

The Human Resources Development Branch will continue its focus on the needs of employees as individuals, which should result in increased productivity and employee satisfaction.φ



## Good News and Bad News About Flu Shots

If you're one of the 181 people who paid your \$2 and signed up for **flu shots**, we have some good news and some bad news. The good news is that it's almost time for your shot. The bad news is, it's almost time for your shot!

Flu shots will be given on Wednesday, Oct. 14, from 9 a.m. to 3:30 p.m., in the Board Room on the second floor of the Health Services Building. An appointment is not necessary but employees are asked not to wait until their break times to go get their shots. The flu-shot staff will go to lunch from 12 – 1, and shots will not be available during that time.

If you have any questions, you can call Jane Wilson (564-3106) in CHS or Carmen Maxson (564-7770) in CFC. By the way, it might be a good idea to wear short sleeves that day, so you don't have to disrobe. φ

## Public Health Official Receives Alumnus Award from UK

By Kim Brannock



A state public health official and native of Pikeville has been honored with the Distinguished Alumnus Award of 1998 by the University of Kentucky Medical Alumni Association.

Steve Davis, M.D., director of the state's Division of Adult and Child Health in the Department for Public Health, has been honored with the Distinguished Alumnus Award of 1998 by the University of Kentucky Medical Alumni Association. He will receive the award Oct. 9 in Lexington at an annual awards banquet. The Pikeville native graduated from the UK College of Medicine in 1976.

"As director of Adult and Child Health, Dr. Davis has taken significant steps to increase the communication, understanding and partnerships among the state's practicing physicians and their local health departments," said Rice C. Leach, M.D., commissioner of the Kentucky Department for Public Health. "His extensive clinical experience has led him to take a practical, sensible approach to improving the quality of healthcare."

After completing his pediatric residency at UK, Davis was with Howard Clinic in Glasgow from 1979 – 1981. Before being named division director in 1995, Davis had his own private pediatric practice in Pikeville for 15 years.

In addition to his pediatric practice, Davis served his community as a pediatric consultant to the Pike County Health Department. He was a member of the Pike County Board of Health and became chairman of the board. Under his chairmanship, the Pike County Board of Health raised funds for and constructed a new health department building.

During his three years as division director, Davis has helped to streamline public health programs, said Leach.

Among his achievements as division director, Davis has tackled several statewide health problems with innovative programs, Leach said. For example, Davis coordinated Gov. Paul Patton's statewide teen pregnancy prevention program called "Get a Life First: Wait to Have Sex." He also led in treatment of birth defects through the development of Kentucky's Birth Surveillance Registry.

Davis earned his Bachelor of Science at Morehead State University in 1972. He graduated from Tates Creek High School in Lexington in 1968. Davis now lives in Lexington.

## Advocate for Children Dies

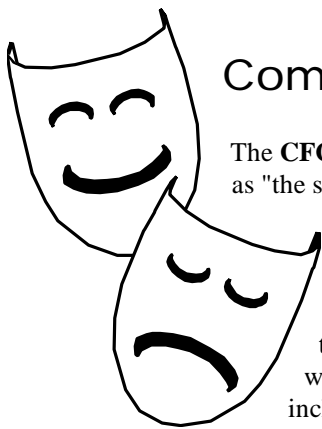
Denzle Hill, executive director of the Commission for Children with Special Health Care Needs, died Sunday, Sept. 27, from congestive heart failure.

Prior to serving as executive director for the last six years, Hill was a clinical speech pathologist with the commission in Bowling Green for 25 years.

Hill, 61, was honored as Outstanding Kentuckian in 1988, an award given annually to someone with a disability who exemplifies outstanding vocational and community achievement. He was paralyzed by a gymnastics accident when he was 18 years old.

The Carmi, Illinois, native earned a bachelor's degree and a master's degree from Southern Illinois University. He was a past member of the American and Kentucky Speech, Language, and Hearing Association; the Governor's Committee for Employment of Individuals with Disabilities; and the Statewide Advisory Council for Vocational Rehabilitation.

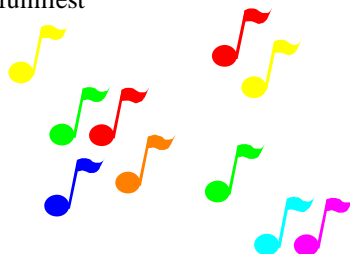
Hill is survived by his wife Donna Allen Hill and sons Daniel and David Hill. Memorial gifts in Denzle Hill's name may be sent to the Commission for Children with Special Health Care Needs, 982 Eastern Parkway, Louisville, KY 40217 or St. Jude Children's Research Hospital, 501 St. Jude Place, Memphis, TN 38105. ☐



### Coming Soon...

The **CFC Family Follies** has been described as "the social event of the fall" by the New York Times (we think). If you or your group has a talent you'd like to reveal to the world, your chance is coming up Nov. 4 from 11 a.m. to 1 p.m. in the cafeteria. Tickets will be sold in advance, price will include a boxed lunch. Prizes will be

awarded for most original and funniest acts. Proceeds to benefit KECC. Call Debbie Armstrong at 564-7770, Bonnie Cox at 564-5028 or Renee Ruble at 564-2285.



## The Kentucky Personnel Cabinet explains Health Care Coverage

Because we know that employees are concerned about changes in health care coverage for 1999, we wanted to explain the process we have gone through during the past three months. Our major goal was to make sure that employees could have good basic health care coverage for the \$203 per employee per month appropriated by the Commonwealth.

In June health insurance companies submitted their premium rates for 1999 and a list of counties in which they would offer services. Some of the premium rates were 20, 30, and even 50 percent higher than 1998 premiums. No health care provider, including Kentucky Kare, offered a true indemnity plan for 1999. Because Kentucky Kare is currently losing more than \$1.5 million a month and quickly using all its reserves, its Board decided not to offer services in 1999.

Of the 42 proposed premiums for Option A and B single coverage plans – which were a composite of this year's enhanced high, standard high, and standard low – only 11 were at or below the state contribution of \$203. None of the 11 were available to employees throughout the state. The proposed rate increases for Parent-Plus and Family coverage were even higher. Although we met with each carrier individually and asked for lower premium rates, the decreases we received were not substantial.

After much deliberation, we rejected all bids and brought in a health care benefits consultant to help us in a rebidding process that we hoped would bring lower premiums that employees could afford. While we were interested in all types of coverage, our main concern was providing employees with single coverage that could be purchased for a cost at or near the state contribution.

We redesigned the plans to reduce the cost of premiums, but reducing premiums brought somewhat higher co-pays, deductibles, and out-of-pocket maximums. Although higher than we are accustomed to, these costs are in line with what is happening in

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## Health Care...

employer-sponsored health care plans in other states and throughout the nation.

We also limited to three the number of health care providers offered in an area to bring down premium costs. We know that not all employees will be happy with fewer choices for 1999, but having many choices means little if most employees cannot afford the choices.

The bids in the second round were markedly lower than in the first round. Of the 42 bids received for the two levels of single coverage, 23 were at or below the state contribution of \$203, making coverage at one of these levels available to every employee.

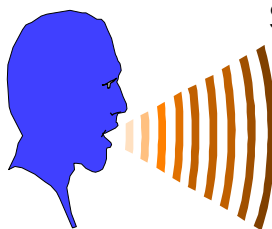
And although state employees will pay higher health insurance costs in 1999, the increase will be about half of what individuals in Kentucky will experience, according to the Commissioner of Insurance.

Please review your Open Enrollment materials carefully so you can make an informed choice. And notice that even if you have to change plans, in many cases you will not have to change doctors.

**You must turn in your completed forms by Oct. 16.** If you work for the Cabinet for Families and Children, mail your application to Employee Services Branch, 5C-C, 275 E. Main St., Frankfort, KY 40621. If you work for the Cabinet for Health Services, take your application to your timekeeper.

If you have questions about your individual choice, please call our Insurance Staff at 888-581-8834.

## Help Out, Pass the Word



### Sick Time Needed

Employees and friends are requesting donations of time for Donna Wilson. She is off work with her daughter, who is in the hospital battling cancer. Donna works for the Department for

Public Health in the Division of Resource Management, in Frankfort. If you have any questions, e-mail Glenda Hager or call her at 564-6663.



## Notes and Activities

- ✓ There will be a luncheon on Thursday, Oct. 8! Come by and get your lunch in the cafeteria from 11:30 – 1:30. You can purchase a hamburger or coney dog to eat with your baked beans and chips! The cost will be \$3 a plate. For an additional \$1 you can get an extra burger or dog.
- ✓ The **Wakeup Wednesday** for Oct. 21 will be "Learning to Live and Work Off Balance – Destroying the Myths about the Good Worker, Good Boss, and Good Workplace." The session is open to all and runs from 8:30 to 10 a.m. in the CHS Auditorium.

## National Denim Day on Friday

As part of Breast Cancer Awareness Month, Judi Patton, first lady and chair of the Governor's Task Force on Breast Cancer, has asked all state employees to participate in National Denim Day this Friday, Oct. 9, by wearing jeans to work and donating \$5 for breast cancer research and education. All donations go directly to the Susan G. Komen Breast Cancer Foundation. Last year, National Denim Day raised \$3.5 million in a single day for the Komen foundation, the largest private funder of breast cancer research and education.

Both CFC and CHS employees may give their donations to their commissioner and office head secretaries, who will forward the donations to Secretary Viola Miller's and Secretary John Morse's offices in Frankfort.

"We lost 650 Kentucky women to breast cancer last year," Patton said. "I urge every woman over age 40 in state government to have a breast exam and mammogram. Early detection is the key to saving lives."

So, donate \$5 to help fight the disease that ravages our mothers, sisters, wives, daughters, co-workers, and friends. And let your jeans make the statement that you care!